

**RULES
OF
THE TENNESSEE DEPARTMENT OF STATE**

**CHAPTER 1360 1—3
WITHDRAWAL OF RULES**

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1360—1—3—.01 WITHDRAWAL OF RULES.

- (1) An agency may after filing withdraw a rule prior to the effective date of the rules. The rule withdrawal shall take effect upon delivery of written notification of such withdrawal to the Department of State.

Authority: T.C.A. §§4—5—206 and 4—5—214. **Administrative History:** (For history prior to June 22, 1984, see pages 1-1.001.) Repeal and new rule filed May 23, 1984; effective June 22, 1984.

1360—1—3—.02 PAPER SIZE AND MARGINS.

- (1) All notices of withdrawal of rules filed with the Department of State must be filed on white, medium bond paper, size eight and one-half by eleven inch (8½" x11") with a one and one-half inch (1½") margin on the left-hand side of each page and a one inch (1") margin at the top and bottom and on the right-hand side of each page.

Authority: T.C.A. §§4—5—206 and 4—5—214. **Administrative History:** (For history prior to June 12, 1984, see pages 1-1.001.) Repeal and new rule filed May 23, 1984 effective June 22, 1984.

1360—1—3—.03 STYLE AND FORMAT.

- (1) A Notice of Withdrawal filed in the Department of State will require the following:
 - (a) four (4) original documents with original signatures;
 1. The following guidelines apply to the formatting of the document:
 - (i) the documents must be clean and legible copy;
 - (ii) use caps and lower case in all text. No "all caps";
 - (iii) no bold, underline, or italic fonts.
 - (b) a 3.5" diskette containing all language appearing in the document.
 1. The file must be in a state accepted software program. (Example: Microsoft Word or WordPerfect). Any other word processing formats should be discussed with the Publications Division prior to filing.
 2. The disk should be labeled to include the following information:

(Rule 1360—1—3—.03, continued)

- (i) file name;
 - (ii) software program and version;
 - (iii) chapter and rule number;
 - (iv) name, address, and telephone number of technical contact who created the disk file.
- (2) All notices of withdrawal of rules presented for filing and of more than one page in length must have each page numbered in the upper right-hand corner in the following manner:
 - (a) page _____ of _____ pages.
- (3) All notices of withdrawal of rules filed with the Department of State shall be notarized.
- (4) All notices of withdrawal of rules must be filed in the following format:

Page __ of __ pages.

Notice of Withdrawal of Rules
(Agency Name)
(Division Name)

The (department or agency) hereby gives notice of withdrawal of (cite rules to be withdrawn) filed with the Department of State on the ____ day of _____, 19__, to have become effective on the ____ day of _____, 19__.

(Signature)
(Name of Officer)
(Title of Officer)

Subscribed and sworn to before me this the ____ day of _____, 19 ____.

(Signature)
Notary Public

My commission expires on the ____ day of _____, 19 ____.

(Rule 1360—1—3—.03, continued)

Page __ of __ pages.

The notice of withdrawal of rules set out herein was properly filed in the Department of State on the __ day of _____, 19 ____.

(Signature)
(Name of Secretary of State)
Secretary of State

By: _____ (Signature)

Authority: T.C.A. §§4–5–206, and 4–5–214. **Administrative History:** (For history prior to June 22, 1984, see pages 1-1.001.) Repeal and new rule filed May 23, 1984; effective June 22, 1984. Amendment filed April 16, 1990; effective July 29, 1990. New rule filed June 12, 1995; effective October 27, 1995.

1360—1—1—.04 RESERVATION OF RIGHT OF WAIVER.

- (1) The Secretary of State reserves the right to waive any of the requirements for filing set out herein and not required by statute. Such waiver will be evidenced by acceptance of notices of withdrawal of rules for filing and inscribing thereon the usual signature, dates, and so on.

Authority: T.C.A. §§4–5–206 and 4–5–214. **Administrative History:** (For history prior to June 22, 1984, see pages 1-1.001.) Repeal and new rule filed May 23, 1984; effective June 22, 1984.